



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6504341  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Familiarization Tour for Product Managers and Travel Agents of Top Middle East Tour Operators-Gulf Cooperation Council (GCC) October 19-24, 2019

#### Area of Delivery

<b>Solicitation Number:</b>	2019-09-0244	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	28/09/2019
<b>Approved Budget for the Contract:</b>	PHP 985,000.00	<b>Last Updated / Time</b>	27/09/2019 13:37 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	01/10/2019 16:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

##### I. PROJECT

FAMILIARIZATION TOUR FOR PRODUCT MANAGERS AND TRAVEL AGENTS OF TOP MIDDLE EAST TOUR OPERATORS - GULF COOPERATION COUNCIL (GCC)

##### II. BACKGROUND

No. of Pax : 10 Middle East Product Managers and Travel Agents; and 2 OPMD Middle East official and staff  
 Date Covered : October 19 - 24, 2019  
 Destinations : Group I = Metro Manila - Boracay - Metro Manila (4 pax)  
 Group II = Metro Manila - El Nido - Metro Manila (3 pax)  
 Group III = Metro Manila - Bohol - Metro Manila (4 pax)

##### III. MINIMUM REQUIREMENTS FOR SUPPLIERS

- Must be a DOT-accredited tour operator
- Expertise in handling Middle East market and preferably have participated in DOT initiatives in KSA, Kuwait, Oman, and UAE
- Willing to provide services on send-bill arrangement

d) Must provide tour coordinator to monitor guests and assist in the implementation of the familiarization tour.

#### IV. DELIVERABLES

##### 1. ACCOMMODATION (inclusive of breakfast)

Date Location Type of Room # of Room/s # of nights

October 19, 2019

Located in Pasay City (preferably in Resorts World complex)

Single Occupancy

12 1

October 20 - 22, 2019

Located in Station 1, Boracay Single Occupancy 4 2

Located in LIO Estate, Palawan Single Occupancy

3 2

Located in Panglao, Island Single Occupancy

4 2

October 22 - 24, 2019 Located in Pasay City (preferably in Resorts World complex) Single Occupancy

12 2

Note: De luxe/five star hotel (halal friendly/offering halal food)

No security deposit required

Amenable to early check-in and late check-out

##### 2. Meals

Date Destination Lunch Dinner No. of Pax

October 19, 2019 Metro Manila X X 12

October 20 - 21, 2019 Boracay X X 4

El Nido X X 3

Bohol X X 4

October 22, 2019 Metro Manila X X 12

October 23, 2019 Metro Manila X 12

##### 3. TRANSPORTATION (inclusive of parking fees)

Date Itinerary Type of Vehicle Number of Vehicle

October 19, 2019 NAIA Airport - hotel and rest of the day Coaster 1

NAIA Airport - hotel Luggage van 1

October 20, 2019 Hotel - Manila domestic airport Coaster 3

Caticlan airport - hotel in Boracay Van 1

El Nido airport - hotel in El Nido Van 1

Bohol airport - hotel in Bohol and rest of the day Van 1

October 21, 2019 Bohol whole day use Coaster 1

October 22, 2019 Hotel in Boracay - Caticlan airport Van 1

Hotel in El Nido - El Nido airport Van 1

Hotel in Bohol - Tagbilaran airport Van 1

Manila domestic airport - hotel Coaster 3

October 24, 2019 Hotel - NAIA Coaster 1

Hotel - NAIA Luggage van 1

##### 4. Tours

Date Destination Activities No. of Pax

October 21, 2019 El Nido, Palawan Rental of boat for island hopping tour and snorkeling (with gear) 3

Boracay Rental of boat for island hopping tour, snorkeling (with gear), and parasailing 4

Bohol Tarsier Sanctuary and Wave Runner Surfing Adventure in CHAP 4

##### 5. TOUR GUIDES

DATE DESTINATION # of pax

October 19, 2019 Metro Manila 1

October 20 and 21, 2019 El Nido, Palawan 1

Boracay 1

Bohol 1

##### 6. Travel Insurance -11 pax for 6 days

NOTE: The winning bid, however, shall be determined based on the proposal with most advantageous to the government, provided that the amount of bid does not exceed the above total budget.

#### V. BUDGET

1. Total estimated budget is Php985,000.00.

2. Bidders are required to submit a detailed breakdown of all package components.

VI. PROJECT OFFICER/CONTACT PERSON

Mr. Dakila F. Gonzales / Mr. Juanito A. Sayo  
DOT OPMD –Middle East  
Tel. No. 459-5200 locals 522

NOTED:

DAKILA F. GONZALES

Head, Office of Product and Market Development – Middle East

**Other Information**

NOTE : The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's/Business Permit/BIR Cert of Registration (Individual)
2. PHILGEPS' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest annual Income Tax Return or Bus. Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. DOT Accreditation certificate (valid)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to  
Ms. Teresita A. Romanes at the Department of Tourism  
#351 Sen. Gil Puyat Avenue, Makati City  
Telephone Nos. 459-5200/30 loc. 425

NOTE : For Land Bank Payment Purposes:

Bank's Name \_\_\_\_\_  
Bank's Account Number \_\_\_\_\_

**Created by** TERESITA A. ROMANES

**Date Created** 27/09/2019

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